

The minimum safety training requirements for collection staff are: CPR, First Aid, Boating Safety and Water Safety. GLEAS staff should follow electrofishing safety procedures (GLEAS Procedure #48) and other appropriate safety procedures and requirements included in the Division Safety and Health Manual.

For fish collected for composite samples, when possible the length of the smallest fish should be within 90% of the largest fish.

Once fish are collected, they should be placed on ice and processed on-site or transported to the Filley Street facility. **Special sample processing and handling procedures may be necessary if chain-of-custody needs to be maintained and will be determined on a case-by-case basis.** The Fish Collection Assignment Sheet will indicate if chain-of-custody needs to be maintained.

If the fish are not going to be processed on-site, then they should be:

- 1) placed in plastic bags (GLEC bags or other large garbage bags) keeping different species separate and keeping the bags under 30 lbs. each;
- 2) labelled with the waterbody, location, date and species;
- 3) placed in one of the "Fish to be Processed" freezers; and
- 4) recorded on the Freezer Log Sheet (Attachment 5).

Staff should then notify the FCMP Specialist of the number and species of fish collected.

### Fish Processing

The supplies needed to process fish are listed in the FCMP Check List (Attachment 2). Fresh fish should be sorted by species and kept on ice in a shady location until processing.

To thaw frozen fish for processing:

- 1) pull fish from Filley Street freezers the afternoon before the day they are to be processed;
- 2) place the fish in tubs/coolers or on clean plastic bags in the truck well, keeping sites and species separate;
- 3) take care to avoid contaminating other equipment, especially wooden materials, which are stored in the truck well;
- 4) try to separate the fish from each other as much as possible to facilitate thawing; and
- 5) keep the doors to the truck well closed and the fan on.